



Defense Equal Opportunity Management Institute

Organizational Climate Survey (DEOCS)

INFORMATION YOU NEED TO KNOW BEFORE YOU REQUEST A DEOCS ASSESSMENT

1. What is a DEOCS?

The Defense Equal Opportunity Management Institute (DEOMI) Organizational Climate Survey (DEOCS) is a confidential, command-requested organization development survey focusing on issues of equal opportunity and organizational effectiveness.

2. Who administers the DEOCS?

The DEOCS program is managed and administered by the Defense Equal Opportunity Management Institute (DEOMI).

3. What does the DEOCS Survey look like?

The core survey contains 63 items, but military personnel will need to complete only 56 items. Approximately half the items address EO/EEO issues, the remainder address organizational and demographic areas. In all, the DEOCS measures 14 climate factors: eight EO/EEO and six OE factors. These are all measured on a five-point scale. A sample of the survey is available for download from this site. Commanders can also elect to add up to ten (10) locally developed questions (LDQs).

4. Tell me more about the ten (10) locally developed questions and how they can be added to the survey?

You can select Locally Developed Questions from our "Download Sample Locally Developed Question List" option or create your own. Make sure you have the locally developed questions you want to add to the survey prior to making your request for DEOCS. All questions added to the survey must be approved by the requesting commander. The locally developed questions are presented in a way that a person can respond to them using a five point response scale. The scale used for locally developed questions is:

- Totally Agree
- Moderately Agree
- Neither Agree Nor Disagree
- Moderately Disagree
- Totally Disagree

5. Will the Commander receive a report? If so, what will the report look like?

Yes, the Commander of the unit assessed will receive a DEOCS report. The Survey Administrator will be responsible for downloading the report and providing it to the commander. A DEOCS report is available for review at this site.

6. Who can request a DEOCS?

The survey is available to Department of Defense agencies. The survey is administered by request of a unit commander, and feedback concerning results is provided to the requesting commander. Commanders can authorize a responsible member, preferably an equal opportunity advisor (EOA, CMEO, EOR, MEO, etc), within their unit to make the request on their behalf. This authorization is handled through the "Commander Consent Verification" process that is completed when making a request for DEOCS.

7. What is the "Commander Consent Verification" and, why is it required?

It is common for a unit commander to request a DEOCS be conducted through their responsive EO advisor or responsible agent. Because the DEOCS is an assessment for a commander, it is necessary for the requestor to acknowledge he/she has: (1) obtained consent by the Commander to request the assessment, and (2) obtained consent by the Commander to receive the DEOCS report.

8. Is it possible to request a DEOCS without obtaining the Commander's consent?

No. The commander of the unit requesting the DEOCS must be aware of the request. The individual requesting the DEOCS will have to verify that he/she obtained Commander consent.

9. Once a request for DEOCS is made does the Commander receive notification?

Yes. Upon approval of a request for a DEOCS assessment an email is forwarded to the Commander acknowledging the request and the name of the requestor.

10. How many people do I need to have assigned to my unit to conduct a DEOCS?

A minimum of 16 assigned personnel is required to conduct a DEOCS assessment. Requests for DEOCS with less than 16 assigned personnel will not be processed. If you have less than 16 assigned personnel, then an alternative method such as interviews or focus groups should be used.

11. What information will I need to have available when I make a DEOCS request?

You will need the following information to complete the DEOCS request form:

- Your Unit Identification Code (UIC)/PAS Code for USAF
- Mailing Address of Your Organization
- Branch of Service
- Service Component (Active Duty, Reserve, National Guard, Other)
- Rank/Grade of Survey Administrator (The Survey Administrator is the individual making the DEOCS request on behalf of the Commander)
- Email of Survey Administrator
- DSN Phone Number of Survey Administrator
- Commercial Phone Number of Survey Administrator
- Rank/Grade of Commander/Director
- Name of Commander/Director
- Email of Commander/Director
- Number of Passwords Required to take online survey
- Number of Bubble Response Sheets to take Paper Survey
- Mailing Instructions for Receiving Bubble Response Sheets to take Paper Survey

12. What is a Survey Administrator?

The Survey Administrator in most cases is the requestor of the DEOCS assessment. The Survey Administrator is usually a DEOMI trained equal opportunity advisor or someone who is serving as the EO advisor to the Commander. However, anyone directed by the requesting Commander can serve as the Survey Administrator. The Survey Administrator is responsible for overseeing the assessment process to include requesting, receiving, and passing out bubble response sheets and/or online survey password letters. Upon approval of a DEOCS request, the Survey Administrator will receive an email with additional information. They will also be given access to a site developed specifically to assist them with their assessment from beginning to end.

13. Can there be more than one Survey Administrator for the same unit?

No. There can only be one "official" Survey Administrator for each DEOCS request made.

14. What different options are available to complete the DEOCS survey?

You have three survey options available to you. (1) You can have individuals complete the survey online from any computer that has an internet connection. (2) You can have individuals complete the survey in paper form. (3) You can use a combination of the online and paper form for the same unit.

a. How does the online survey option work?

The first thing you need to know is how many individuals you want to complete the online survey. You need this number because this is the number of online survey password letters you will be asking for when you complete the DEOCS request form. If you want 100 of your personnel to take the survey online then you ask for 100 online survey password letters. Upon approval of your DEOCS request, a file with the number of password letters you requested will be made available to you. You can download, print, and hand them out. Each letter contains a different password along with instructions on where to go to take the survey. An online survey password can only be used by one person to complete a survey. Once it has been used it becomes invalid. It is very important that you never make a copy of an existing password letter. You will have the opportunity to request additional survey password letters any time you need to. You will also need to establish the timeframe you want individuals to take the survey online. When making your DEOCS request you will be asked for the Start and Stop dates for your online survey. Remember to give yourself enough time to receive the password letters, download and pass them out, and ample time for individuals to complete the survey. At a minimum your Start date should be no earlier than five workdays from the date of your request. You should establish a Stop date no earlier than 30 days from your established Start date. A smaller unit may want to establish a Stop date no earlier than 21 days from your established Start date. You have the ability to modify your Stop date any time you need to.

b. How does the paper survey option work?

The first thing you need to know is how many individuals you want to complete the survey in paper form. You need this number because that is the number of bubble response sheets you will be asking for when you make your DEOCS request. Each individual completing a survey will be provided a SCANTRON bubble response sheet. The SCANTRON bubble sheets are mailed to you within 72 hours after your request for DEOCS has been approved. They are mailed to the address you provide in the DEOCS request form. Once you receive the SCANTRON bubble response sheets you pass them out along with a copy of the DEOCS survey and individuals complete them. You then forward them back to us for processing.

c. How does the combination of using the online and paper survey options work?

The instructions locations in question 14a - b apply. If you have 100 individuals participating in the DEOCS assessment and you want 50 to take the survey online and 50 to take the paper version then you provide this information on the DEOCS request form.

15. (PAPER VERSION) What method of mailing is used to send the SCANTRON bubble response sheets?

DEOMI will use First Class Mail at not cost to you to send bubble response sheets. If you want to use Federal Express it is paid by your command and is only available if an active FedEx account number has been provided on the DEOCS request form.

16. (PAPER VERSION) What do I do once I receive the SCANTRON bubble response sheets from you in the mail?

By the time you receive the bubble response sheets you will have received an email providing you with instructions of how to enter a site developed specifically to assist you with the DEOCS assessment. You will enter the site and download the paper DEOCS created specifically for your unit. If you requested Locally Developed Questions, look to make sure they appear to the end of the standard DEOCS. Once downloaded, reproduce the number of DEOCS you need. Take the SCANTRON bubble response sheets and provide one DEOCS and one SCANTRON bubble response sheet to each individual taking the survey. **DO NOT MAKE COPIES OF THE SCANTRON BUBBLE RESPONSE**

SHEETS. If you need more, contact us. Copies will not be accepted. **REMEMBER TO:**

- Maintain the confidentiality of all survey materials and response forms.
- Do not place individual names on any of the materials.
- Administer the survey in a non-threatening environment.
- Do not encourage respondents to answer in a certain way.
- Stress that honesty is important.
- Timeliness of administration is important.
- Inform respondents to use a #2 lead pencil and erase any stray marks.
- Inform respondents to provide one response per question and to not fold, staple, or damage the response sheet.
- Once administration is complete, collect SCANTRON bubble response sheets and return them to DEOMI.
- If you have breakouts, then separate each stack of SCANTRON bubble sheets accordingly before mailing to DEOMI.

17. (PAPER VERSION) What address do I use to mail the SCANTRON bubble response sheets?

Return all response sheets (used and unused), to:

**COMMANDANT
DEOMI/DR (DEOCS)
366 TUSKEGEE AIRMEN DRIVE
PATRICK AFB, FL 32925**

18. The commander wants to break up the overall unit into different sections so he/she can receive a separate report for the different sections. How do we accomplish this?

You will need to determine how you want the DEOCS administered prior to making your request. It is common for a commander to want a separate report for each unit, group, department, or section within the organization. You accomplish this by selecting "Yes" when asked the question, "Does your command require individual breakout surveys and reports for units, groups, departments, sections, etc." on the request form. You will then indicate how many separate reports. On the request form you will then be asked to input the "Name/Title" of the unit, group, department, or section within the organization. For example if the commander of the XYZ organization wanted to receive a separate report for the four departments that make up the XYZ organization you would select "Yes" when asked the question, "Does your command require individual breakout surveys and reports for units, groups, departments, sections, etc." Next you would type in the number "4" when asked, "How many?" On the next page of the Request Form you will be asked to provide the "Title of Your Organization" and will provide "XYZ". You will then be asked to provide the rank and last name of the unit Commander/Director who has requested the DEOCS for XYZ. Further down on the request form you will see "INDIVIDUAL BREAKOUT SURVEY INFORMATION" with the opportunity to place the Name/Title you desire for each of the four departments you want to receive an individual report. The Name/Title you provide will be included on the cover page of the report.

19. Will a combined report of the four individual surveys be provided?

Yes. The four individual reports for the different divisions and one combined report for "XYZ" organization will be provided.

20. How do I get my final DEOCS report when we are finished with survey administration?

Log in to your SAAS with the Username and Password provided to you and request your report(s).

21. How long will it take for me to get my final report?

Once you make your request through your SAAS, the report(s) will be ready for you to download within 24 hours.

22. Is the DEOCS the same as the Command Climate Survey that is used by the Army or the Unit Climate Assessment that is used by the Air Force?

No. The DEOCS is not the same survey as those used within a specific service. The DEOCS is a Department of Defense assessment can be used by any service, to include the US Coast Guard.

23. Did the DEOCS replace the MEOCS and the SUEOCS? If so, what are the main differences?

Yes. The DEOCS replaced all other surveys provided by DEOMI. Extensive study, research, and customer feedback concluded previous surveys were too long. Additionally, a required update of the associated questions was made.

24. What do I do if I still have questions?

Call the Directorate of Research at DSN 854-2675 or commercial at (321) 494-2675, or email at support@deocs.net.



Defense
Equal
Opportunity
Management
Institute
ORGANIZATIONAL CLIMATE
SURVEY (DEOCS)



VERSION 3.2

RCS DD-P&R (AR) 1870
Expiration Date: June 30, 2008

PRIVACY ACT STATEMENT

In accordance with DoD Directive 5400.1-I, the following information about this survey is provided:

- a. Authority: 10 USC, 131.
- b. Principal Purpose: The survey is being conducted to assess your organization from an equal opportunity and motivational perspective.
- c. Routine Uses: Information provided by respondents will be treated confidentially. The averaged data will be used for identifying strengths and weaknesses in the unit, research, and development purposes. Averaged results will be provided to the commander requesting the survey and will be accumulated to a database of results from all organizations surveyed in your Service.
- d. Participation: Response to this survey is voluntary. Failure to participate will lessen the ability of your commander to identify concerns and will hamper efforts by DoD to track trends in equal opportunity and organizational issues. Your response is needed to ensure the validity of the survey. We appreciate your participation.

The original MEOCS survey was constructed by the Defense Equal Opportunity Management Institute (DEOMI) and the Center for Applied Research and Evaluation, University of Mississippi under Contract F08606-89-C-007 from DEOMI, Patrick Air Force Base, FL, 32925-6685. For further information, see the following report: Landis, D., Dansby, M., & Faley, R. (1993). *The Military Equal Opportunity Climate Survey: An example of surveying in organizations*. In P. Rosenfeld, J. Edwards, & M. Thomas (Eds.), *Improving organizational surveys: New directions, methods, and applications* (pp210-239). Newbury Park: Sage.

DEFENSE EQUAL OPPORTUNITY MANAGEMENT INSTITUTE ORGANIZATIONAL CLIMATE SURVEY (DEOCS)

General Instructions (Please read before beginning the survey)

This survey is authorized by your organizational leadership to measure the diversity and organizational climate in your organization. In Part II (items 10 through 33), we gauge the *potential* frequency of certain kinds of actions. We have gathered the list of actions from DoD people like you. We ask that you estimate the *chances* that the action occurred during your last 30 workdays in your assigned unit or organization. If you are a member of a Reserve or National Guard unit or are a part time employee, "your last 30 work days" refers to the last 30 days you spent *at your unit* (not necessarily the past *consecutive* 30 workdays).

For Part II (items 10 through 33) you will use the following scale to make your judgments:

- 1 = There is a *very high chance* that the action occurred.
- 2 = There is a *reasonably high chance* that the action occurred.
- 3 = There is a *moderate chance* that the action occurred.
- 4 = There is a *small chance* that the action occurred.
- 5 = There is *almost no chance* that the action occurred.

EXAMPLE: IF IN YOUR OPINION THERE IS A VERY HIGH CHANCE THAT "A SUPERVISOR MADE A RACIALLY INSENSITIVE REMARK", YOU WOULD ASSIGN A "1" TO THAT ACTION.

Remember: YOU NEED NOT HAVE PERSONALLY SEEN OR EXPERIENCED THE ACTIONS. We only want your opinion on the chances - or probability - that the actions *COULD* have happened during your last 30 workdays in your assigned unit or organization.

Intended Audience: This questionnaire is appropriate for use by organizations with active duty or reserve military or civilian employees.

MORE INSTRUCTIONS ON NEXT PAGE

For the purposes of this survey (using standard Federal definitions) . . .

Spanish/Hispanic/Latino. A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American. A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American."

Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Race/ethnicity refer to groups based on the 2000 United States census, and include:

- Spanish/Hispanic/Latino
- Black or African-American
- American Indian or Alaska Native
- Asian (e.g., Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese)
- Native Hawaiian or other Pacific Islander (e.g., Samoan, Guamanian, or Chamorro)
- Non-Hispanic Whites

REMEMBER:

- FOR ITEMS 1 - 9: THE INFORMATION PROVIDED WILL NOT BE USED TO IDENTIFY YOU. IT IS USED BY A COMPUTER TO IDENTIFY GROUPS OF PEOPLE (SUCH AS OFFICER, ENLISTED, ETC.). YOUR ACCURACY IS IMPORTANT IN GETTING AN HONEST ASSESSMENT OF YOUR ORGANIZATION.

- FOR ITEMS 10 - 33, RATE THE *LIKELIHOOD* OF EACH ACTION, EVEN IF YOU HAVE NOT PERSONALLY OBSERVED OR EXPERIENCED IT.

- TRY TO BE AS ACCURATE AS YOU CAN; BUT FOR MOST OF THE ITEMS THERE ARE NO RIGHT OR WRONG ANSWERS.

IMPORTANT! Before beginning the survey:

IN THE AREA MARKED "ADMIN NO." AT THE TOP OF YOUR ANSWER SHEET, WRITE IN THE FOLLOWING NUMBER:



PART I

In this section, please tell us some things about yourself. This information will be used for statistical analysis only. *No attempt will be made to identify you.* If fewer than five responses are given for a particular group, those responses are not reported for that group.

1. I am

1 = Male 2 = Female

2. Are you Spanish/Hispanic/Latino?

1 = No, not Spanish/Hispanic/Latino

2 = Yes, Mexican, Mexican-American, Chicano, Puerto Rican, Cuban, or other Spanish/Hispanic/Latino

3. What is your race? *Mark one or more races to indicate what you consider yourself to be.*

1 = American Indian or Alaska Native

2 = Asian (e.g., Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese)

3 = Black or African American

4 = Native Hawaiian or other Pacific Islander (e.g., Samoan, Guamanian, or Chamorro)

5 = White

6 = N/A

4. I am a(n):

1 = Military officer

2 = Warrant officer

3 = Enlisted member

4 = Federal DoD civilian employee

5 = Federal non-DoD civilian employee

6 = Other (e.g., contractor, private civilian, State employee) → GO TO QUESTION 7

5. If you are a federal civilian employee, in which category are you a member?

1 = GS

2 = GM

3 = WG/WL/WS/WB

4 = SES

5 = Other

6 = N/A

6. What is your pay grade (for example; E4-E5, O4-O5, GS4-GS5)?

1 = 1 - 3

2 = 4 - 6

3 = 7 - 8

4 = 9 - 10

5 = 11 - 13

6 = 14 - 15

7. My age is

- 1 = under 20 years.
- 2 = 20 - 25
- 3 = 26 - 30
- 4 = 31 - 39
- 5 = 40 - 50
- 6 = 51 or over

8. My branch of service is:

- 1 = Air Force
- 2 = Army
- 3 = Navy
- 4 = Marine Corps
- 5 = Coast Guard
- 6 = Other

9. I am a (n):

- 1 = Active component member (including Coast Guard)
- 2 = Traditional guardsman
- 3 = Guardsman on active duty
- 4 = Traditional reservist
- 5 = Reservist on active duty
- 6 = N/A

PART II

Use the following scale to estimate the *chances* that the actions listed below COULD have happened:

- 1 = There is a *very high chance* that the action occurred.
- 2 = There is a *reasonably high chance* that the action occurred.
- 3 = There is a *moderate chance* that the action occurred.
- 4 = There is a *small chance* that the action occurred.
- 5 = There is *almost no chance* that the action occurred.

During your last 30 workdays at your duty location:

10. A person told several jokes about a particular race/ethnicity.

11. Supervisors of different racial or ethnic backgrounds were seen having lunch together.

12. Personnel of different racial or ethnic backgrounds were seen having lunch together.

13. A supervisor did not select a qualified subordinate for promotion because of their race/ethnicity.

14. A member was assigned less desirable office space because of their race/ethnicity.

15. The person in charge of the organization changed the duty assignments when it was discovered that two people of the same race/ethnicity were assigned to the same sensitive area on the same shift.

16. While speaking to a group, the person in charge of the organization took more time to answer questions from one race/ethnic group than from another group.

17. Members from different racial or ethnic groups were seen socializing together.

18. Members joined friends of a different racial or ethnic group at the same table in the cafeteria or designated eating area.

19. When a person complained of sexual harassment, the supervisor said, "You're being too sensitive."

20. Offensive racial/ethnic names were frequently heard.

21. Racial/ethnic jokes were frequently heard.

22. A supervisor referred to subordinates of one gender by their first names in public while using titles for subordinates of the other gender.

23. Sexist jokes were frequently heard.

24. Someone made sexually suggestive remarks about another person.

25. A well-qualified person was denied a job because the supervisor did not like the religious beliefs of the person.

26. A demeaning comment was made about a certain religious group.

27. A supervisor favored a worker who had the same religious beliefs as the supervisor.

Note: Answer items 28 – 33 only if you are a civilian. Military members *mark 6* on your answer sheet for items 28 – 33.

28. A younger person was selected for a prestigious assignment over an older person who was equally, if not slightly better qualified.

29. An older individual did not get the same career opportunities as did a younger individual.

30. A worker with a disability was not given the same opportunities as other workers.

31. A young supervisor did not recommend promotion for a qualified older worker.

32. A career opportunity speech to a worker with a disability focused on the lack of opportunity elsewhere; to others, it emphasized promotion.

33. A supervisor did not appoint a qualified worker with a disability to a new position, but instead appointed another, less qualified worker.

PART III

In this part of the survey, answer the following questions regarding *how you feel about your organization*.

- 1 = *Totally agree* with the statement
2 = *Moderately agree* with the statement
3 = *Neither agree nor disagree* with the statement
4 = *Moderately disagree* with the statement
5 = *Totally disagree* with the statement

34. I find that my values and the organization's values are very similar.

35. I am proud to tell others that I am part of this organization.

36. There's not too much to be gained by sticking with this organization until retirement (assuming I could do so if I wanted to).

37. Often, I find it difficult to agree with the policies of this organization on important matters relating to its people.

38. Becoming a part of this organization was definitely not in my best interests.

39. The values of this organization reflect the values of its members.

40. This organization is loyal to its members.

41. This organization is proud of its people.

PART IV

Please respond to the following items regarding the *effectiveness of your work group* (all persons who report to the same supervisor that you do) using the scale below:

- 1 = *Totally agree* with the statement
- 2 = *Moderately agree* with the statement
- 3 = *Neither agree nor disagree* with the statement
- 4 = *Moderately disagree* with the statement
- 5 = *Totally disagree* with the statement

- 42. The amount of output of my work group is very high.
- 43. The quality of output of my work group is very high.
- 44. When high priority work arises, such as short deadlines, crash programs, and schedule changes, the people in my work group do an outstanding job in handling these situations.
- 45. My work group's performance in comparison to similar work groups is very high.
- 46. My work group works well together as a team.
- 47. Members of my work group pull together to get the job done.
- 48. Members of my work group really care about each other.
- 49. Members of my work group trust each other.
- 50. Top leaders in my organization work well together as a team.
- 51. Top leaders in my organization pull together to get the job done.
- 52. Top leaders in my organization really care about each other.
- 53. Top leaders in my organization trust each other.

PART V

The questions in this section are used to determine *how satisfied you are with job-related issues*. Indicate your degree of satisfaction or dissatisfaction by choosing the most appropriate phrase:

- 1 = *Very satisfied*
- 2 = *Moderately satisfied*
- 3 = *Neither satisfied nor dissatisfied*
- 4 = *Moderately dissatisfied*
- 5 = *Very dissatisfied*

How satisfied are you with:

- 54. The chance to help people and improve their welfare through the performance of my job.
- 55. My amount of effort compared to the efforts of my co-workers.
- 56. The recognition and pride my family has in the work I do.
- 57. The chance to acquire valuable skills in my job that prepare me for future opportunities.
- 58. My job as a whole.

PART VI

- 59. Within the past 12 months, I have personally experienced an incident of discrimination (racial, sexual, sexual harassment, age, disability, religion, national origin, or color) directed at me from military or civilian members of my organization.

1 = YES 2 = NO

- 60. Did you report the incident to someone in your organization?

1 = YES 2 = NO 6 = N/A

- 61. How satisfied are you with how your issue was (or is being) resolved?

- 1 = *Very satisfied*
- 2 = *Moderately satisfied*
- 3 = *Neither satisfied nor dissatisfied*
- 4 = *Moderately dissatisfied*
- 5 = *Very dissatisfied*
- 6 = Does Not Apply

62. Most people would rate the equal opportunity climate in this organization

- 1 = Very good
- 2 = Good
- 3 = About average
- 4 = Poor
- 5 = Very poor

63. I personally would rate the equal opportunity climate in this organization

- 1 = Very good
- 2 = Good
- 3 = About average
- 4 = Poor
- 5 = Very poor

Thank you for your responses. Please provide any written comments on a separate sheet of paper. THEN, SEAL YOUR ANSWER SHEET, QUESTIONNAIRE, AND ANY WRITTEN COMMENTS IN AN ENVELOPE (if provided) AND RETURN THE ENVELOPE TO YOUR SURVEY ADMINISTRATOR.

You may send comments regarding this questionnaire directly to:

Directorate of Research
Defense Equal Opportunity Management Institute
366 Tuskegee Airmen Dr. Building 352
Patrick Air Force Base, FL 32925-3399

Sample of Locally Developed Questions List

All questions will be answered using the following five-point scale.

- Totally Agree
- Moderately Agree
- Neither Agree Nor Disagree
- Moderately Disagree
- Totally Disagree

NOTE: Questions selected or self-created will be added to the survey during the request process.

- ☐ A mandatory structured physical training program should be implemented in my unit.
- ☐ Additional duties are assigned fairly.
- ☐ Additional duties are not interfering with my ability to perform my primary mission.
- ☐ Adequate parking is provided for me when I arrive at work.
- ☐ All unit personnel receive the same level of respect from leadership.
- ☐ An atmosphere of respect exists in my work area.
- ☐ Civilian managers supervise military personnel as effectively as they supervise civilian personnel.
- ☐ Civilians are treated as valued members of the unit by leadership.
- ☐ Commander's Calls effectively pass on information I need to know.
- ☐ Commander's Support Staff (Orderly Room) efficiently meet my needs.
- ☐ Communication between platoons is good.
- ☐ Communication flow down from the chain of command is good.
- ☐ Communication flows freely from senior leadership to all levels of the organization.
- ☐ Communication from my direct leadership is clear.
- ☐ Communication within my section is effective.
- ☐ Communication within the chain of command is timely.
- ☐ Contributions of all career fields are respected in my squadron.
- ☐ Cultural heritage celebrations such as Black History Month and Hispanic Heritage Month help bring unit members closer together as a team.
- ☐ Deployments are distributed fairly throughout the organization.
- ☐ I am satisfied with the physical surroundings of my work area.
- ☐ I believe this unit works as a team.
- ☐ I am able to make decisions to resolve customer issues on the spot without fear of reprisal.
- ☐ I am afforded opportunities to take leave.
- ☐ I am assigned duties that are commensurate with my grade.
- ☐ I am being fully utilized in my work center.
- ☐ I am challenged by my job.
- ☐ I am challenged in my duties.
- ☐ I am comfortable approaching the Commander/Director with any issue.
- ☐ I am comfortable discussing issues with my commander/Director.
- ☐ I am comfortable going to my direct supervisor with work-related topics.
- ☐ I am encouraged to participate in unit functions.
- ☐ I am encouraged to present new ideas to our current workplace procedures.
- ☐ I am encouraged to think of new ways to accomplish my unit's mission.
- ☐ I am given adequate time to maintain my physical conditioning.
- ☐ I am given responsibility commensurate with their rank.
- ☐ I am given the time I need in my duty day to comply with the mandatory fitness program.
- ☐ I am provided with the resources I need to do my job effectively.
- ☐ I am rewarded for my duty performance.
- ☐ I am satisfied with my latest one-on-one rater feedback session with my rater.
- ☐ I am satisfied with the communication flow in my unit.
- ☐ I can express my opinion within this organization without fear of reprisal.

- ☐ I can raise concerns about issues that affect my job without fear of reprisal.
- ☐ I do not feel overburdened with additional duties.
- ☐ I have adequate opportunity to pursue off-duty education.
- ☐ I have received the necessary training to accomplish my job.
- ☐ I have sufficient time in my duty day to conduct my core duties.
- ☐ I have the training and resources necessary to accomplish my job.
- ☐ I know what actions to take if someone expresses a desire to do harm to themselves or others.
- ☐ I know what is expected of me at work.
- ☐ I plan on making the military a career.
- ☐ I receive adequate support from my immediate supervisor to pursue off-duty education.
- ☐ I receive periodic formal feedback from my rater.
- ☐ I receive the required time to participate in personal fitness.
- ☐ I understand how my platoon supports the mission of the overall unit.
- ☐ I understand how to report a sexual assault.
- ☐ I view contract employees as a part of the team.
- ☐ I would seek the assistance of my commander/director.
- ☐ I would seek the assistance of my first sergeant.
- ☐ I would seek the assistance of my flight chief.
- ☐ I would seek the assistance of my supervisor.
- ☐ I would seek the assistance of the superintendent.
- ☐ If I were sexually assaulted I would be reluctant to report it.
- ☐ If I were to deploy my family members would have adequate resources on base to be taken care of.
- ☐ Important information moves freely up and down the chain.
- ☐ Innovative ideas are highly encouraged.
- ☐ Military managers supervise civilian personnel as effectively as they supervise military personnel.
- ☐ My chain of command encourages sexual assault victims to report sexual assaults.
- ☐ My commander presents himself/herself as a competent leader.
- ☐ My commander takes steps to ensure I am treated with respect.
- ☐ My present assignment motivates me to continue a career in the military.
- ☐ My supervisor disseminates information that has been presented in the weekly staff meeting.
- ☐ My work area is free of sexual misconduct.
- ☐ My work environment is free from unprofessional behavior.
- ☐ Relationships at work are professional in nature.
- ☐ The commander frequently visits my duty section.
- ☐ The commander is accessible.
- ☐ The commander shows an interest in my welfare.
- ☐ The commander understands what my job entails.
- ☐ The functional experts I work with assist me in my success.
- ☐ The installation's zero tolerance policy on sexual assault is clear.
- ☐ The leave policy is administered fairly.
- ☐ The overall health of this unit is better now than one year ago.
- ☐ The unit orientation program is adequate for new employees.
- ☐ The unit recognition program enhances our ability to perform our mission.
- ☐ This unit takes an active role in caring for the needs of family members of deployed unit personnel.
- ☐ Unit leadership addresses allegations of sexual harassment and/or unlawful discrimination in a prompt manner.
- ☐ Officers in this command care about what happens to their service members.
- ☐ NCOs in this command care about what happens to their service members.
- ☐ Junior enlisted service members care about what happens to each other.
- ☐ It is easy for service members in this command to meet with the Commander about problems.
- ☐ It is easy for service members in this command to see the senior enlisted NCO.

- ☐ Members of this command work together as a team.
- ☐ My immediate supervisor sets the right example with his/her actions.
- ☐ I receive the counseling and coaching needed to advance in my career.
- ☐ I receive the training needed to perform my job well.
- ☐ I experience a high level of stress in this command.
- ☐ I am treated with dignity and respect in this command.
- ☐ My command is well prepared to perform its wartime duties.
- ☐ The leaders in my command show a real interest in the welfare of families.
- ☐ The leaders in my command show a real interest in the welfare of single service members.
- ☐ The leaders in my command deal effectively with adversity or conflict within the command when it occurs.
- ☐ I have experienced or witnessed hazing while assigned to this command.
- ☐ The current level of morale in my command is very high.
- ☐ The Commander is very accessible to his/her members.
- ☐ Administrative support staff meets my needs.
- ☐ Participation in community service is highly encouraged.
- ☐ Participation in community service is recognized.
- ☐ My immediate supervisor explains things clearly to me.
- ☐ My immediate supervisor is willing to discuss my ideas and suggestions with regards to my job.
- ☐ The promotion policy is fair to everyone, regardless of ethnic or racial background.
- ☐ When making an honest mistake on the job, members of this command are corrected fairly.
- ☐ Correctional training for poor performance is enforced fairly in this command.
- ☐ I am provided with the tools, equipment, or supplies necessary to perform my job.
- ☐ I am harassed by higher ranking personnel while on duty.
- ☐ I am harassed by higher ranking personnel while off duty.
- ☐ Rules, regulations and policies are enforced in this command.
- ☐ Rules, regulations and policies are obeyed in this command.
- ☐ My command enforces the standards of military courtesy.
- ☐ My command displays high standards of discipline.
- ☐ Human relations problems are handled correctly in this command.
- ☐ My command devotes a reasonable amount of time for social activities.
- ☐ Alcohol consumption and illegal drugs are a problem in this command.
- ☐ Alcohol abuse by the members of this command is a problem.
- ☐ I feel that the Commander/Director will use the information from this survey to improve the command.
- ☐ My command allows me to participate in or attend special observance programs.
- ☐ My command supports special observance programs.
- ☐ My command provides diversity training to its members.
- ☐ I know the complaint procedure process.
- ☐ My supervisor encourages respect in the workplace.
- ☐ I contribute to a positive atmosphere in my workplace.
- ☐ Discrimination with regard to race, color, gender, age, physical or mental disability, or natural origin is not tolerated in the workplace.
- ☐ I like my job.
- ☐ I know how to contact an EO/ EEO counselor.
- ☐ My command keeps an updated EO/ EEO bulletin board with upcoming cultural events, policy letters, complaint procedures and general EO/ EEO information.
- ☐ I am aware of my EO/EEO rights as a Federal employee.
- ☐ Sexual, racial or other offensive comments or material are not tolerated in my work area.
- ☐ Work areas are accessible to persons with disabilities.
- ☐ I have seen extremist group behavior or propaganda in my work place.
- ☐ Correctional training given to members of my command directly corresponds to the deficiency.
- ☐ I am familiar with our extremist organization and activities policy letter.

- ☐ I am familiar with the DOD homosexual conduct policy.
- ☐ I trust management to handle complaints, problems, or issues seriously.
- ☐ Differences among individuals (e.g., gender, race, religion, age, disability) are respected and valued in this organization.
- ☐ My command values the rights of its members to practice their respective religion.
- ☐ In my command, special observances are conducted to enhance cross cultural awareness among all service members, civilians employees, and families.
- ☐ I have received training on the Sexual Assault Prevention and Response program.
- ☐ This command is committed to creating an environment of human respect and dignity.
- ☐ My commander takes appropriate action to prevent harassment of any member of this command.